

Olean City School District  
Audit Committee Meeting  
410 West Sullivan Street  
Monday, March 16, 2015  
12:00 p.m. – Board Room

Present:                   Laurie Branch – via phone                   Michiko McElfresh  
                                  Colleen Taggerty                               Kathy Elser  
                                  Vicki Zaleski-Irizarry                       Ira Katzenstein

#### Internal Claims Auditor Evaluation – Survey Monkey

- Laurie noted the evaluation form (Survey Monkey link) will be sent to committee members; please complete the evaluation within one week

#### Committee Goals for the 2014-2015 School Year

- Initiate third party audits as deemed necessary
- Continue to monitor Internal Controls Tracking Sheet
- Appoint Internal and External Auditors
- Supervise auditors (internal, external, and claims)
- Evaluate internal claims auditor
- Conflict of Interest Statements – BOE and Administrators - completed
- Committee Self Assessment
  - Vicki will scan the assessment form and email it to committee members; members will complete the assessment and return to Vicki in one week

#### Other

##### Sodexo Food Safety Audit

- Random schools were selected
- Overall score of 98 out of a 100
- Kathy noted every three years the Federal Audit (Child Nutrition Program) audits schools – our school will be audited on June 4<sup>th</sup>

Meeting adjourned at 12:30 pm.

Next meeting: May 5, 2015 at 11 am